Susan Sharon Lomeli

titulo

Traducción.

EXPERIENCIA LABORAL

-5/2009-0/0 Construcciones Refrigeradas S.A de C.V.
Almacenaje/Logística (Seleccionar)
Mexico
Responsible for materials not being damage (if they are delivered).

Check all materials that go in and out of the business.

Work with programs such as :

SAE,

CORESERVER,

EXCEL,

MICRS. WORD .

México

-4/2008-2/2009 Centurion Loss Mitigation
Administración/Oficina Legal
Chicago
Negotiated with banks to lower mortgage interest rates for clients.

Re-viewed and researched loan applications to ensure proper & correct documentation .

Interacted with different companies and a variety of departments such as Production, Media Marketing, Credit Accounting and Loans.

Interacted with mostly Hispanics that didnt speak english and translated most of the paper work.

Sending notifications to clients about there status on the mortgage loans or mortgage modifications.

Worked mostly with Excel and other programs especialized in the field.

Mailing and checking that the delivery of contract to mortgage caompnies and finacial institutions were on time.

Estados Unidos

-10/2007-3/2008 Hugo Boss
Imagen personal Atención al cliente

MiCVWeb.com
Tu curriculum online

Chicago
Costumer Relations.

Developed and implement special sales activities to reduced stock.

Fitted garments (sizing, measuring, tailoring).

Arranging stock.

Organizing new arrivals (making sure the garments were in good condition because of the delivery).

Only in Men´s suited section and Coleccion.

Estados Unidos

-4/2007-10/2007 Grazie Restaurante
Hosteleria, restauración y turismo Atención al cliente
Chicago
Responsible for server sections and set-up at fine dining restaurant with a combined capacity of 360.

Utilize the Open- Table System for seating accomodations.

Handled virtually all telephone reservations for large and small groups.

Performed light typing.

Over see coat check .

Estados Unidos

-0/2003-0/2006 Giordano´s Pizzeria
Hosteleria, restauración y turismo Atención al cliente
Chicago
Responsible for waiter´s daily check.

Cashering.

Evaluating seating timing.

Answering phones.

Computer Skills for taking orders.

Cashering.

Interacting with International costumers (incase waiter didnt speak the lang.)
Estados Unidos

FORMACIÓN ACADÉMICA

0/2006
High School

MiCVWeb.com
Tu curriculum online

BUP / COU (Bachillerato) / Secundaria Otra no especifiada
Carl Sandburg High School
Orland Park, IL

FORMACIÓN COMPLEMENTARIA

Desarrollo Administrativo Integral
Administración y Dirección de Empresas
Contabilidad para No Contadores
Economía y Finanzas

IDIOMAS

Italiano
Nivel:Nivel Intermedio
Inglés
Nivel:Nivel Profesional
Español
Nivel:Nivel Profesional

Cualidades

Adaptable, Amable, Colaborador, Comprometido/a, Comunicativo/a, Creativo/a, Determinado/a, Enérgico/a, Flexible, Honesto/a, Inteligente, Organizado/a, Productivo/a, Responsable, Seguro/a, Sociable, Trabajador/a, Visionario/a,

Aficiones

Cocinar, Fútbol/Rugby, Gimnasio/Aerobic, Ir de Compras, Literatura/Historia, Música Pop/R&B, Tenis/Paddel, Viajar/Turismo, Vino y Degustación,

Disponibilidad

Estoy dispuesto a viajar: Si
Estoy dispuesto a trabajar en el extranjero: No
Estoy dispuesto a trabajar fuera de mi región: Si

Información Adicional:

Pon tu Curriculum aquí...

MiCVWeb.com
Tu curriculum online

Spire Doc.
Free version converting word documents to PDF files, you can only get the first 3 page of PDF file.
Upgrade to Commercial Edition of Spire.Doc <http://www.e-iceblue.com/Introduce/word-for-net-introduce.html>.